

**EMS Advisory Board
Communications Committee Meeting
Lynchburg Emergency Communications Center
3621 Candler Mountain Road, Lynchburg, VA
June 29, 2011
10:30 a.m.**

ATTENDANCE:	OEMS STAFF:	GUESTS:
Pokey Harris, Chair	Ken Crumpler	
Hershel Kreis		
Emily Totten		
Richard Rubino		
Paul D. Hoppes		
Connie Purvis		
Dorothy Spears-Dean (phone)		
Mike Crockett (phone)		

Topic/Subject	Discussion	Recommendations, Action/Follow-up; Responsible Person
Call to Order:	The Committee Chair, Mrs. Pokey Harris, called the meeting to order at 10:39 a.m.	
Approval of the Minutes dated February 11, 2011:	The February 11, 2011 minutes were distributed for review. A motion was made to approve the minutes as submitted. The motion was moved by Richard Rubino and seconded by Hershel Kreis.	The minutes were approved with no further discussion.
Committee Chair Report (Mrs. Pokey Harris):	a. Review of PSAP White Paper Dr. Lindbeck and Dr. Yee have worked on a white paper for PSAP and it was distributed at the meeting. Mike Crockett wanted to know who the audience was for the paper, whether it was for PSAP managers or for the community at large. Pokey stated that the intention was to start a paper that could be tweaked for different audiences. It is generic enough that it could be used for anything but specific enough to give a good definition. How is this different from an article or memorandum? How detailed should a white paper be? A white paper should be a broad spectrum of what is to be accomplished. If any changes are made to the document, Pokey wants Dr. Lindbeck and Dr. Yee to review it before it is published or distributed. Pokey suggested adding the <i>Code of Virginia</i> Good Samaritan Act section in the paper. Connie suggested looking at this legislatively and seeking support for it. Pokey said that we may want to focus on that this year. The first step is to start getting information out there to educate people on what PSAP is and how beneficial it is. Connie suggested adding graphic art to the paper. The committee discussed funding sources such as grants. The verbiage should be added: "Grant funding is available." Pokey also stated that an average cost for implementation for a PSAP of a certain size should be included as well. Pokey assigned the following members to assist with this project:	

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	<p>Ken will add the <i>Code of Virginia</i> Good Samaritan Act verbiage. Hershel and Mike will talk with their respective boards about support of this. Ken will assist with the grant and average cost language. Ken will get with Dorothy about her grant information. Connie will talk with Randy Krantz about the liability issue. Ken will also submit details for the accreditation process.</p> <p>When the committee meets in August, please submit draft verbiage of your assigned topics.</p> <p>b. Committee Membership Currently the committee is made up of 10 seats: Mike Crockett, APCO Pokey Harris, GAB Committee Chair Hershel Kreis, NENA Connie Purvis, Regional Council Director Emily Totten, Member at large Chris McIntosh, SIEC/CO William Quarles, VACO Vacant, VML Paul Hoppes, VDEM Dorothy Spears-Dean, VITA</p> <p>Paul Hoppes announced that he is going to retire and move to South Carolina. He recommended Vic Buisset or Pat Cox to replace him on the committee.</p> <p>Ken suggested that we reach out to Chris McIntosh and ask him to recommend someone from the SIEC for the committee. Chris has a lot on his plate and we need active involvement.</p> <p>Ken will find out who is in the VML seat on the Advisory Board. After speaking with someone on the phone, he found out that Clarence Monday hold the VML seat.</p> <p>After much discussion about membership, it was decided to ask for two more seats to increase the membership to 12 seats.</p>	<p>Committee members will submit draft verbiage of assigned topics at the August Communications meeting.</p>
<p>OEMS Communications Coordinators Report (Ken Crumpler):</p>	<p>Ken reported that since the last meeting, PSAP site inspections have been performed in Campbell County, Bedford County and Danville and they all met or exceeded the requirements. He is meeting with Amherst today to perform a site inspection for compliancy.</p> <p>Ken has not heard anything about the results of the grants for the VHF High Band Radio Initiative. He will ask Amanda about the date the grant was submitted and approximately when to expect an answer.</p>	<p>Ken will speak with Amanda about the DHS grant specifics.</p>

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	<p>He recognized and congratulated Bernard “Buster” Brown from Danville for his election to Second Vice President of the National NENA Board.</p> <p>VHF High Band Radio Initiative and Grants – Per Pokey, a tremendous amount of radio requests have been made for funding. Regions can apply for grant funding through their RPAC-I and the RPAC-I will forward it to the SIEC. Pokey said that more information can be found on the SIEC website.</p>	
Unfinished Business:	None.	
Paul Hoppes – Radio and Communications Update:	Paul just spoke to 14 counties in four days about narrowbanding. There are about 500,000 agencies that will need to change their licenses and the narrowband mandate change will take place in about 18 months. The State Corporation Commission (SCC) will look at every license that isn’t narrow banded and issue a pending termination. The committee also discussed Amateur Radio Emergency Services (ARES) and Radio Amateur Civil Emergency Service (RACES) – a protocol created by FEMA. Pokey was advised to get with Tanya Brown or Chris Bruce at VDEM about creating and establishing an emergency mobile command post.	Pokey was advised to get with Tanya Brown or Chris Bruce at VDEM about establishing an emergency mobile command post.
New Business:	<p>a. Discussion of changes to reaccreditation requirements for OEMS PSAP Accreditation Ken stated that QA/QI is a very important part of the EMD process. It is recommended that verbiage is added to the reaccreditation process, within the two calendar years of the accreditation, the PSAP as a whole must be 85% compliant with the standards.</p> <p>A motion was made to accept the 85% compliance rate for PSAP who meet the standards. The motion was moved by Connie Purvis and seconded by Paul Hoppes.</p> <p>b. OEMS Staff – Division Report (Open) No report. No other OEMS staff present.</p>	The committee approved the motion to accept the 85% compliancy rate for PSAPs meeting the standards.
Open Discussion:	None.	
Public Comment:	None.	
Adjournment:	The meeting adjourned at approximately 12:08 p.m.	The next meeting is August 12, 2011 at 9:00 a.m.